

Historical Society of Smithfield Inc.  
 Smith Appleby House Museum  
 220 Stillwater Road Smithfield, RI 02917  
 Phone 401-231-7363

**License Agreement**

<b>Event Purpose:</b>		
<b>Date Requested:</b>	<b>Day</b>	<b>Hours:</b> Latest Termination 11:00 PM
<b>Licensee (s)</b>		
<b>Street Address:</b>		
<b>Phone:</b>		<b>Email:</b>
<b>City:</b>	<b>State:</b>	<b>Zip Code:</b>
<b>Photographer Name:</b>		<b>Phone:</b>
<b>Email Address:</b>		
<b>Tent Rental Company:</b>		<b>Phone:</b>
<b>Email Address:</b>		
<b>Caterer Name:</b>		<b>Phone:</b>
<b>Email Address:</b>		
<b>Parking Attendant Name:</b>		<b>Phone:</b>
<b>Email Address:</b>		

**Fees:**

Number of Guests	Time Allotted & Fee	
100 or less	4 hours \$600	6 hours \$800
100 - 150	4 hours \$800	6 hours \$1000

**Fees Schedule:**

Non-Refundable Deposit	\$100.00 to reserve the date
Security Deposit	\$200.00 Payable when contract signed
Rental Balance	Paid 3 weeks prior to the event

**The parties, for valuable consideration, hereby agree as follows:**

1. **SUBJECT AND PURPOSE:** The Historical Society of Smithfield, Inc. hereby grants to Licensee (s) the right to use the grounds located at 220 Stillwater Road, Smithfield, RI 02917 for the purpose and time period described above. Licensee (s) and guests are responsible for vacating the premises within the time set forth in this agreement. Special arrangements, and an addendum is required for the use of the first floor of the museum during the rental period.
2. **PAYMENT:** The deposit for the use of the property shall be paid at time of signing this contract and final payment is due three weeks (twenty-one days) prior to the event.
3. **SECURITY DEPOSIT:** A security deposit in the amount of \$100 shall be paid by the licensee (s). The purpose of the security deposit is to ensure Licensee (s) compliance with the terms of this contract. The check shall be returned if no damage to the premises or violation of the premises has occurred.
4. **LIABILITY:** Licensee(s) agree to assume full financial responsibility for any damage or loss to the Smith Appleby House Museum, out-buildings and grounds and acting on behalf of all participants, both individually and collectively, hereby absolve and agree to indemnify and to hold harmless the Historical Society of Smithfield, Inc., (HSS) its board members, agents and volunteers from and against all claims and/or any liability whatsoever arising from the use of these facilities including injury and death sustained by any person whomsoever involved with this event including licensee(s) and guests. Such liability will be secured with an insurance policy, which could be a rider on your present homeowner's policy, for \$1,000,000. The Licensee(s) must furnish the Historical Society of Smithfield, Inc. with a Certificate of Insurance evidencing the above referenced insurance coverage no later than 6 weeks before the licensed date. The HSS is not liable for costs associated with re-booking, or reimbursing costs associated with a failure of the Society to provide services in the event of circumstances beyond the control of the Society.

**5. OTHER CONDITIONS AND REGULATIONS**

- a. Licensee(s) and guests agree to use the premises in a safe and proper manner and fully abide by Smithfield town ordinances and Rhode Island State law.
- b. Any Alcoholic beverages served, as well as the consequence of such service, are the sole responsibility of the Licensee(s). A License from the Town of Smithfield is required for such purpose and is the responsibility of the licensee(s).
- c. Access to the Smith-Appleby House Museum is limited to the first floor *if included* and approved in advance by the Historical Society, and added as an addendum to the rental agreement.
- d. If the event is attended by more than 100 persons, town ordinance requires the Licensee(s) to provide a parking attendant.
- e. The Licensee(s) or their caterer is responsible for all trash removal, unless otherwise agreed upon.
- f. This Licensee (s) Agreement shall not be transferred or assigned by the Licensee(s) without prior written consent from the Historical Society of Smithfield, Inc.
- g. Smoking will be limited to an agreed upon location on the grounds of the property. No persons should smoke near any of the museum buildings.
- h. Tents rentals of a large size must be inspected by the town Fire Marshal prior to the event to ensure its safety. Tents in use after dusk require lighted exit signs.

**ADDENDUM ITEMS:** \_\_\_\_\_

**IN WITNESS** Whereof, the parties have caused this Agreement to be executed on this date.

DATE:	
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**Historical Society of Smithfield, Inc.**

Signature \_\_\_\_\_  
Authorized SAH person

**Licensee (s)**

Signature \_\_\_\_\_

Signature \_\_\_\_\_